



TOOLS FOR SUPERVISORS BEING AWARE OF CHILDREN'S NEEDS

Directions: Use this checklist to record your observations in a classroom to determine the staff's ability to be aware of and responsive to children's needs. It is recommended that you observe during a few activities throughout the day in order to get a good sense of the teaching team's skills. Record the staff's actions with regard to their awareness and responsiveness to the children's needs in the Example column, and record the activity during which the observation occurred in the Activity column. Set a time to share your observations with staff and team members, and allow time for reflection. Discuss circumstances when staff and team members are aware of and responding to children's needs, as well as opportunities for improvement. This form may also be used as a teacher self-assessment and reviewed with supervisors during a team meeting.

Classroom: _____ Supervisor: _____ Date: _____

Is the staff in this classroom taking steps to be aware of and responsive to children's needs?		
Does the staff in this classroom find time to connect with individual children throughout the day?	Example:	Activity:
Does the staff in this classroom actively watch for children who need extra support?	Example:	Activity:
Is there evidence that the staff in this classroom have plans for providing extra support for some children on pre-academic skills and concepts?	Example:	Activity:
Do the children in this classroom seem comfortable asking teachers for help?	Example:	Activity:
Does the staff in this classroom respond to children's needs in a timely manner?	Example:	Activity:
Do teachers acknowledge emotions and comfort children with soothing words?	Example:	Activity: